

Law Ting Pong Secondary School – Evaluation Report on Use of Capacity Enhancement Grant in 2023/24 School Year

Means by which teachers have been consulted: Annual plan proposed by subject departments and discussion with Heads of Departments

No. of operating classes: 27

Task Area	Area of Concern	Strategies / Tasks	Benefits Achieved	Budget used
1. Teachers' capacity to carry out their professional duties, in and outside the school. So they can concentrate on developing their school-based curriculum and assessment; and provide intervention to better address learning needs of their students.	Maximizing students' potential – cater for diversity	To employ three TA's to 1) provide teachers with administration support in competitions and big school events and keeping necessary records; 2) process and prepare academic and pastoral data and student portfolios for all facets; 3) assist in the administration of internal exams and preparing report cards; 4) assist in the supervision of students in the school when extended learning programmes are	Throughout the year, the teaching assistants: <ul style="list-style-type: none"> • provided support to subject leaders in administration, pastoral data, academic matters, SEN academic arrangements and case referrals • helped with the classroom preparation, displays, and purchase of teaching resources • supported teachers in managing report cards and academic publications • assisted in the supervision of S.6 students taking practice tests on Saturdays • provided personalized academic intervention to small groups of students lagging behind on an ongoing basis. • supported teachers in supervising SEN students during various subject field trips • assisted teachers in liaising with parents to organize PTA activities • assisted various departments in entering students for various competitions • assisted the Sports team on organizing major sports events. 	Remuneration of three TAs for 12 months \$485,203.35 MPF for TAs \$25,017.17 TOTAL: \$510,220.52

		being conducted; and on school trips; 5) assist teachers in the supervision of events taking place on Saturdays. 6) Support teachers in preparing for PTA activities		
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Financial Summary

CEG received	\$562,451
Actual Expenditure	<u>\$ 510,220.52</u>
Deficit for the year	\$0
Surplus brought forward from previous year	\$0
Prior Year(s) Adjustment	\$0
(Deficit) to be transferred to Income and Expenditure Account	\$0
Surplus retained to be carried forward to next year	\$52,230.48